

## D/AAAB

### Meeting Minutes 12/11/02

Attendees: Russell McFadden, Vice Chair  
Stefanie Lawson  
Jasmine Pan  
Sriam Swaminarayan  
Al Hutchinson  
Linda Nonno  
Angelique Neuman  
Theresa Cull  
Eluterio Garcia  
Richard Pearson  
Armando Vigil  
Roger Byrd  
Debra Saiz  
Terry Lowe  
Tom Marks  
Danny Valdez  
Tim Babicke  
Pat Trujillo  
Tara Voit  
Elena Yang

Guests: Diane Albert  
Pavlo Quintana  
DeeDee McInroy

#### 1. Call to Order

Russell McFadden, Vice-Chair Russell McFadden at 3:40 p.m.

#### 2. Approval of Minutes

Jasmine Pan moved to approve the minutes of the last D/AAAB Meeting. Motion seconded by Linda Nonno. Motion passed.

#### 3. Materials Science Technician Training Internship

Diane Albert talked about the MST Training Internship and how it will address the need to bring in more entry level technicians because of the aging technician workforce. Stats revealed there are no entry level Tec 3s and the majority of technicians are Tec 6 and 7, resulting in a possible loss of information due to retirements.

The Internship is designed to recruit, train and retain MST entry-level technicians from Northern New Mexico. At this time there are 5 recruits from Peñasco,

Española, Los Alamos and Santa Fe who will gain actual experience working at the Lab for 2 years, and may result in a full-time position.

The recruits work hands-on full-time with senior technicians and are provided release time to attend college courses at UNM-LA. Credits received are transferable to NM Tech.

One issue concerns the pay of the recruits: student pay vs. technician pay. While many are interested the pay issues results in fewer recruits being brought in.

Goals: Establish Internship programs for all Tec levels at MST; secure long-term funding; secure Q clearances for recruits.

#### 4. Resignation

Russell notified the Board that Stevie Strottman resigned and the need to seek her replacement.

#### 5. Recruiting Subcommittee

No Report. Meeting scheduled week of 12/16.

#### 6. Comfortable Work Space Subcommittee

The December 4 All Employee memorandum regarding holiday respect has generally met with positive feedback. Tim Babicke said there were a couple of employees who voiced concern because the "Christmas" season was not specifically identified in the memorandum as the reason for the December break. Vann Bynum would be speaking with one of them to further explain the Board's position.

#### 7. Best Practices Subcommittee

Terry Lowe had no Report.

#### 8. D/AAB Marketing Subcommittee

At the next DAAB meeting this subcommittee will bring forward some ideas on how to market the Board.

#### 9. Martin Luther King Holiday

Al Hutchinson reported that the African American Working Group recommended bringing in Joel Freeman as the January 13 speaker.

There was discussion about the various topics for Freeman. Once Freeman is confirmed the D/AAB will provide topic suggestions to Freeman.

There was discussion regarding the payment of \$5,000 for Freeman by the D/AAB. The Board had previously agreed to pay the speaker fee for this event because Martin Luther King's efforts are for all people and this was more of an institutional event.

The event will be in the P Division Auditorium.

Angelique Neuman moved to accept Freeman as the January 13 speaker and the expenditure of \$5,000 from D/AAB funds. Theresa Cull seconded the motion. Motion passed with 1 no vote. The no vote was cast because of the cost of the speaker.

#### 10. New Meeting Schedule

The consensus of the Board is to move the monthly meetings to the 1<sup>st</sup> Monday from 1:30 to 3:30 p.m. Location at TA53 remains the same.

#### 11. Roland West

Members of the Board discussed their training session with Roland West. The members at the session concurred that the Board should focus on one main issue to address this year. That topic is Comfortable Work Space.

While there are many issues the D/AAB wishes to address, the suggestion is that the workspace topic be a priority for this year.

There was discussion about ensuring that this topic meets the SET objectives for the D/AAB: Recruiting, retention and diversity education.

For the next meeting the membership is to individually work on the following:

- Statement of Rationale
  - Why are we working on Comfortable Work Space topic?
  - What does the D/AAB expect to achieve?
  - Define comfortable workspace.
- Development Plan
- Benchmarks (Tim only)

#### 12. Next Meeting

Monday, January 6 at 1:30 p.m., TA-53.